



**City of Cambridge**  
**PLANNING AND ZONING**  
 1025 WASHINGTON STREET  
 CAMBRIDGE, MARYLAND 21613  
 TELEPHONE: 410-228-1955  
 FAX: 410-228-1474  
 MD RELAY (V/T/T) 7-1-1 or 1-800-735-2258

HPC - CoA#	2020-054
ARC #	
EAR #	

## Application to the Historic Preservation Commission

**Check the Appropriate Requested Action:**

- Informal Review
  - Discuss with Staff and the Commission preliminary design ideas for a project. The Commission will address the appropriateness of the proposal and provide guidance.
  
- Administrative Review Certificate (ARC)
  - Meet with staff to discuss projects eligible for administrative review, such as in-kind replacement of deteriorated features, minor work not impacting the architectural character, or repairs and in-kind restorations etc. (see attached Minor Work Items Chart attached)
  
- Emergency Approval Review (EAR)
  - Meet with staff to qualify the level of emergency of the repairs and replacements
  - One or more Commissioner will confirm (site visit may be required) in addition to Staff
  
- Formal Review - (Certificate of Appropriateness / HPC-CoA)
  - Requires a full review by the Historic Preservation Commission
  - Typical projects that apply (please check relevant sections below)
    - Construction of any new buildings, additions, or accessory structures
    - Exterior Building Alteration (facades, roof, porches, entrance stoops...)
    - Signage or Graphics
    - Landscaping/Fencing/Patios/Paving
    - Demolition/Moving a Structure/Removal of a character defining feature
    - Other: \_\_\_\_\_
  
- Consent Agenda – Application is presented at HPC meeting; if Commissioners have questions, it becomes a full HPC review, otherwise it is voted upon without discussion

**Note: Please refer to Administrative / Minor Works Item chart attached for details on HPC-CoA requirements**

**PROPERTY INFORMATION:**

Long Wharf Park Cambridge, Maryland 21613

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Street Address City State Zip Code

301 112 Downtown N/A

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Map/Parcel Number Current Zoning Year Built

**APPLICANT INFORMATION:**

Rotary Club of Cambridge

Name

PO Box 703

Cambridge, Maryland 21613

Street Address

City State Zip Code

[jhubbard@leinc.com](mailto:jhubbard@leinc.com)

E-Mail Address

410-822-1520

410-822-2024

Phone Number

Fax Number

**PROPERTY (LAND) OWNER: (IF DIFFERENT THAN APPLICANT)**

City Of Cambridge

Name

1025 Washington Street

Cambridge

Maryland

21613

Street Address

City

State

Zip Code

[hhamon@choosecambridge.com](mailto:hhamon@choosecambridge.com)

E-Mail Address

410-228-1955

Phone Number

Fax Number

**CONTRACTOR/ARCHITECT (if applicable)**

Cambridge Rotary Community Service Foundation, Inc.

Name

PO Box 703, Cambridge, Maryland 21613

Address

443-786-7924

Daytime phone number

[jhubbard@leinc.com](mailto:jhubbard@leinc.com)

Email address

MHIC or Registration # N/A

Please indicate below which sides of the building are impacted and provide documentation as applicable:

- Main street front façade
- Side yard façades
- Rear façade and rear side of house
- Outbuildings

Please use the table below to indicate the existing elements that will be affected by the project.

	Existing Materials	
Foundations & Masonry	Concrete Footer & Slab	
Exterior Wall / Finish	River Stones	
Porch / Floor, Elements, Details ...	N/A	
Entrance Steps	N/A	
Windows & Doors / type & style	N/A	Quantity :
Ornamental Elements (brackets ...)	Wrought Iron Letters	
Roof & Dormers	N/A	
Chimney(s)	N/A	
Walkway & Driveway	Existing accessible walkway	
Built Landscaping Features	Irrigation	
Fences	N/A	
Signage	"LONG WHARF PARK"	
Handicapped accessibility	Yes - existing	
Solar Panels	N/A	
Exterior lighting	Signage lighting	

**Scope of Work:** Describe the proposed project *in detail*, including all changes to the building, site, or lot. Include all features to be removed, replaced, altered, repaired, and/or added. Attach more sheets to provide all drawings and to describe all proposed, elements, materials and their specifications.

Cambridge Rotary Community Service Foundation, Inc. plans to build the entrance sign

feature as approved on the Long Wharf Park Master Plan. The sign is a low profile

stone wall intended to mimic the historic Long Wharf Memorial Fountain. It will be built on the

south side of the existing grassed landscape island at the entrance of Long Wharf Park. The

wall will be built on a concrete slab supported by a concrete footer. The slab is 3-feet wide, runs

east to west and is flush with the existing top of curb. The wall will be inset 1-foot on each side

and centered on the 3-foot wide slab. A 4-inch wide block wall down the center will be the base for the river stones that will be the exterior of the wall. black wrought iron letters will be attached to the base, will have a parged background and will be lighted to be identified in darkness.

Please complete the following checklist of required elements to complete your application.

**Attachments Checklist:** In order to ensure completeness of your application, please complete the following checklist of required documentation. *Any application without the necessary documentation and deemed incomplete by staff will not be accepted nor presented at the HPC hearing.*

**Required Documentation:**

**For All Applications (HPC-CoA, ARC and EAR):**

Completed/ signed application form

"Before" photos of existing conditions, should show the entire site, plan and elevation where the work is to be completed.

"After" photos/drawings/renderings; should indicate what the property will look like after proposed work is completed.

Specifications and/or materials brochures describing in detail the manufacture, material, proportions and details of all new proposed elements of repair, replacement or new construction

**For New Construction, Addition or Demolition**

**Site plan, to scale.** A site plan should include: property lines, lot dimensions, fence location, fence length and height, existing structure(s), existing or proposed porches, decks and outbuildings, right-of-way or access easements on the property (even if not in use), distance from property lines, and location of surrounding roads.

N/A **Floor Plans** (showing existing conditions, demolition and new construction)

N/A **Dimensioned elevation drawings** of all sides affected (including any demolition & new construction)

**Construction Details** (including all materials specifications, ornamental elements, special features)

**For Fences, Porches and Site Improvements (decks, garages, sheds, pergolas)**

       **Site plan, to scale.** A site plan should include: property lines, lot dimensions, fence location, fence length and height, existing structure(s), existing or proposed porches, decks and outbuildings, right-of-way or access easements on the property (even if not in use), distance from property lines, and location of surrounding roads.

       **Drawings/photographs** of proposed alteration and modifications to site

       **Material specifications** including picture or product brochure of proposed product, as well as specification sheet for construction materials and pre-fabricated elements

**Solar Panels**

- Roof plan, to scale, showing the location of all panels on the roof
- Elevations of locations with solar panels
- Photos of "before", and if possible "after" conditions viewed from street level or rights-of-way

**Signage**

- Dimensioned drawing/rendering of proposed sign and placement on the building
- Photos of streetscape, including surrounding signage if applicable.

**Modifications to mature trees and significant natural landscape features**

- Photos of existing conditions as they relate to the streetscape
- 

I have reviewed, and I understand the applicable HPC guidelines for my project.

*M. Ashburn*      5/14/20  
Applicant/Owner Signature      Date

**OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Taken By: \_\_\_\_\_ Receipt #: \_\_\_\_\_ HPC Application #: \_\_\_\_\_  
Documents provided: 1 original \_\_\_\_\_ Meeting Date: \_\_\_\_\_  
Filing Fees-Residential \_\_\_\_\_ \$50.00 Commercial & Non-Residential \_\_\_\_\_ \$100.  
Administrative Review \_\_\_\_\_ (No charge) Request for Extension: \_\_\_\_\_ (No charge if filed before expiration date)

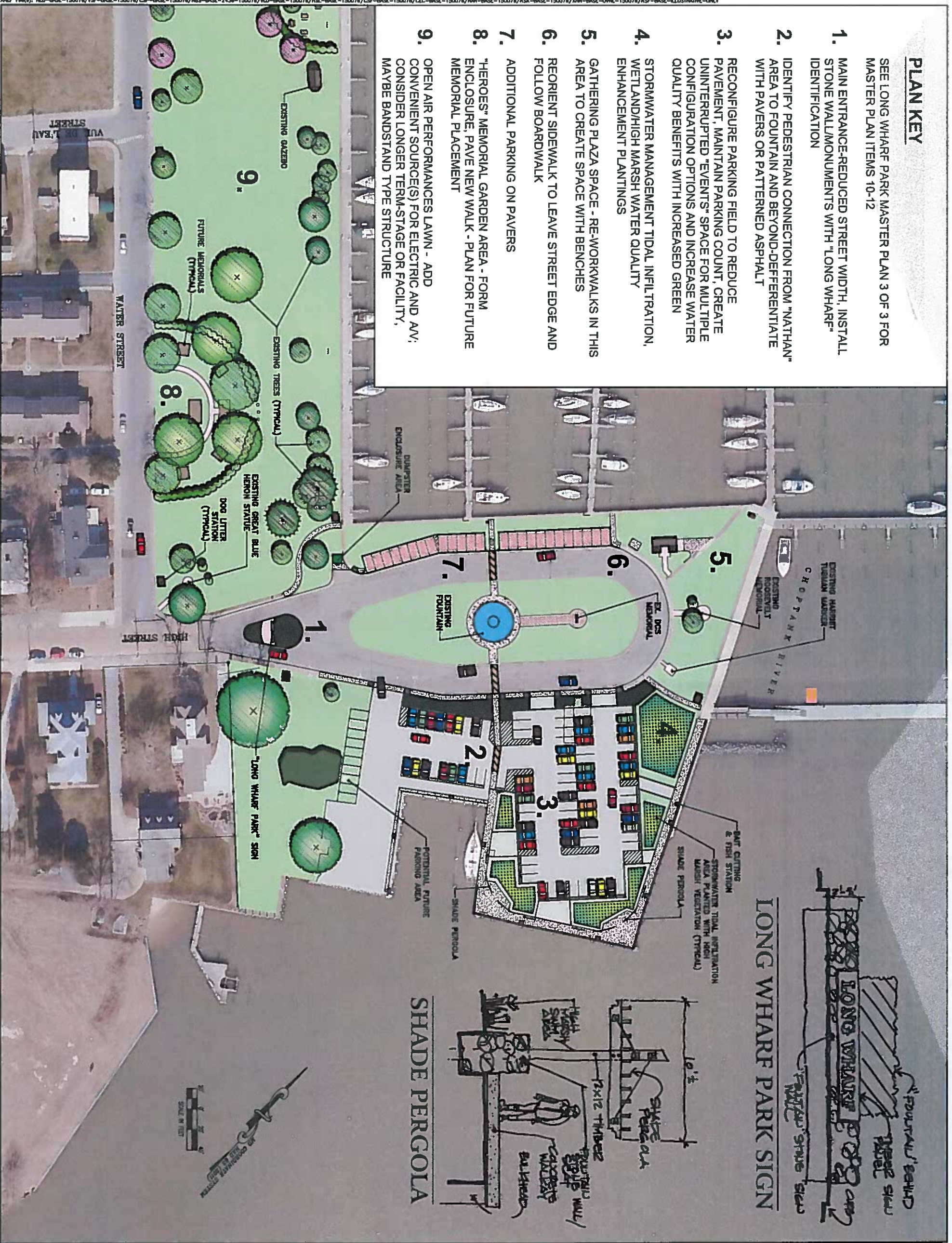
**Note: Make Checks Payable to the City of Cambridge.**



**PLAN KEY**

SEE LONG WHARF PARK MASTER PLAN 3 OF 3 FOR MASTER PLAN ITEMS 10-12

1. MAIN ENTRANCE-REDUCED STREET WIDTH, INSTALL STONE WALLMONUMENTS WITH "LONG WHARF" IDENTIFICATION
2. IDENTIFY PEDESTRIAN CONNECTION FROM "NATHAN" AREA TO FOUNTAIN AND BEYOND-DIFFERENTIATE WITH PAVERS OR PATTERNED ASPHALT
3. RECONFIGURE PARKING FIELD TO REDUCE PAVEMENT, MAINTAIN PARKING COUNT, CREATE UNINTERRUPTED "EVENTS" SPACE FOR MULTIPLE CONFIGURATION OPTIONS AND INCREASE WATER QUALITY BENEFITS WITH INCREASED GREEN
4. STORMWATER MANAGEMENT TIDAL INFILTRATION, WETLAND/HIGH MARSH WATER QUALITY ENHANCEMENT PLANTINGS
5. GATHERING PLAZA SPACE - RE-WORKWALKS IN THIS AREA TO CREATE SPACE WITH BENCHES
6. REORIENT SIDEWALK TO LEAVE STREET EDGE AND FOLLOW BOARDWALK
7. ADDITIONAL PARKING ON PAVERS
8. "HEROES" MEMORIAL GARDEN AREA - FORM ENCLOSURE, PAVE NEW WALK - PLAN FOR FUTURE MEMORIAL PLACEMENT
9. OPEN AIR PERFORMANCES LAWN - ADD CONVENIENT SOURCE(S) FOR ELECTRIC AND AV, CONSIDER LONGER TERM-STAGE OR FACILITY, MAYBE BANDSTAND TYPE STRUCTURE



**LONG WHARF PARK**

NO.	DATE	REVISIONS	DESCRIPTION	BY

**Lane Engineering, LLC**  
 Established 1988  
 Civil Engineers • Land Planning • Land Surveyors

112 1/2 St. Charles, Suite 100, St. Charles, MO 63305  
 414 Washington St., Suite 200, St. Louis, MO 63102  
 1111 North 1st Street, Suite 100, St. Louis, MO 63102

DATE FOR CONSTRUCTION: 3/19/18  
 DATE FOR PERMITS: 3/19/18  
 DATE FOR BIDDING: 3/19/18

SCALE: AS NOTED

IN THE CITY OF CHAMBERGGE  
 DOMESTIC COUNTY, MARYLAND  
 TAX MAP 301 TAX PARCEL 112

DATE: 3/19/18  
 BY: [Signature]

MASTER PLAN  
 EAST SIDE

SHEET NO. 2 OF 3  
 LEB No. 150076  
 FILE No. C820